

Draft Minutes of a Meeting of Donhead St Mary Parish Council held on 8th January 2020 in the New Remembrance Hall, Charlton.

Present Cllrs; Adams, Dewey, Feltham, Mrs Fraser, Miles, Rossiter, Mrs Walker and White.
In attendance; Mrs C Churchill (Clerk) WC Cllr Deane and 4 members of the public.
Apologies; Cllrs Mrs Fortescue, Mrs Garnett and Lewis.

There were no questions or statements from members of the public.

To receive a report from Wiltshire Cllr Tony Deane.

- SWWAB is functioning
- Community Safety group is working, aware of the issue with drugs in the parish.
- There is an opportunity with Brexit to change things, money is given for specific issues and if not spent on those issues it should be clawed back.
- WC is spending more money on potholes.
- WC is looking at its budget.

Cllr Miles opened the meeting at 7.23pm

0794. Apologies for absence were received from Cllrs Fortescue (unwell), Garnett (work) and Lewis (work).

Donhead St Mary PC resolved to accept the apologies for the reasons given.

Local Government Act 1972 s85(1)

0795. Council meeting minutes - to confirm and sign the minutes of the parish council meeting held on 6th November 2019.

Donhead St Mary PC resolved to approve, without amendment, the previously circulated Minutes, which were taken as read, as a true record of the meeting and these were signed by the Chairman.

Local Government Act 1972 sch 12, para 41(1)

0796. Council meeting minutes - to confirm and sign the minutes of the parish council planning meeting held on 7th December 2019.

Donhead St Mary PC resolved to approve, without amendment, the previously circulated Minutes, which were taken as read, as a true record of the meeting and these were signed by the Chairman.

Local Government Act 1972 sch 12, para 41(1)

0797. Interests.

- (i) Cllrs to declare any Disclosable Pecuniary Interests related to any matters to be considered in this agenda that do not appear in the Cllr's register of interests.
None declared.
- (ii) In accordance with the Dispensation Procedure, any requests for a grant of dispensation must be submitted prior to this meeting.
None received.

Cllrs were reminded that it is their responsibility to ensure their register of interests on the WC website is kept up to date.

0798. Exclusion of the press and public. To agree, if required, any items to be dealt with after the public, including the press, have been excluded under. Not required.

Public Bodies (Admissions to Meetings) Act 1960 and Local Government Act 1972 ss100

0799. To agree a Lease or Licence to Donhead St Mary Sports Club. The current lease expires in 2021, the original conveyance states it is a full repairing lease.

In order for the Sports Club to obtain grants it requires a lease rather than a license.

The sports club would like a lease of no less than 28 years.

Donhead St Mary PC resolved to grant a lease of 50 years.

Cllrs Dewey and Rossiter will contact the solicitor and the lease will be approved by Donhead St Mary at a future meeting – possibly an additional meeting.

0800. Donhead St Mary PC role as a charity trustee of the following charity;
Charity number 305503. Donhead St Mary Remembrance Field.

[Donhead St Mary Remembrance Field - Charity Commission](#)

To establish a Donhead St Mary Remembrance Field Committee to progress outstanding issues including;

- Registering land with the Land Registry

Donhead St Mary PC resolved that the land should be registered with the Land Registry. Cllr Dewey

- Changing the Trustees for the Charity

Donhead St Mary PC resolved that Cllrs Feltham and Miles should be added as Trustees. Clerk

- Changing the contact details for the Charity.

Donhead St Mary PC resolved that the contact details should be changed to those of the Clerk. Clerk

- Completing the Financial information for the Charity.

This issue remains outstanding.

Ongoing

All proposals must be agreed by Donhead St Mary PC before any changes are made.

0801. Highway Issues.

(i) To note matters previously reported to Highways for attention.

A working party consisting of some Cllrs (Adams, Dewey and Rossiter) along with a parishioner cleared the path leading from the A30 to Coronation Drive (Eunice's path).

Donhead St Mary PC wished to thank those involved with this work.

The path along the A30 remains an issue, Cllr Feltham will report this to the Parish Steward. Cllr Feltham

(ii) To note any issues that need to be reported to Highways for attention.

Drains at the bottom of Dennis Lane.

Cllr Walker

Drains along the A30

Cllr Walker

(iii) To resolve to send a letter to any Landowner who has overgrown hedges requiring cutting.

Three hedge letters were required, Clerk to send.

Clerk

(iv) Rights of Way within the parish.

The Right of Way to Win Green is almost impassable, Clerk to report.

Clerk

PLANNING

0802. To consider how to respond to any planning applications made after the publication of the agenda. There were none.

0803. To note any tree applications received after the publication of this agenda. There were none.

0804. To note the following planning decisions. Full details are available online.

19/10045. Nunswell, Higher Coombe. Alterations to existing stable block to create a studio and gym with kitchen, shower and WC facility. **Refuse.**

19/10374. Land North East Of Oak Cottage, Berry Wood Lane, Donhead St Mary Extensions to existing building to form tractor store and fodder shed. **APPC**

19/10440. Dewpond, Junction With Berry Wood Lane Donhead St Andrew West To Britmore Lane Gutch Common, Gutch Common. Ground & 1st floor extension with part tiled roof with dormers & part flat roof with rooflight. Removal of a first floor window & recladding of northern upper elevation. Insertion of 2 ground floor & one 1st floor window, construction of a 1st floor dormer. **Refused.**

19/05140. Peckons Hill Farm Dairy. APPC.

0805. Breaches of deemed planning consent. To receive information relating to any breaches of planning within the parish.

Please note that any person with concerns regarding planning breaches should contact the Local Planning Authority (Wiltshire Council) and report their concerns directly.

Clerk has reported an alleged breach concerning land adjacent to Horsehill Cott. It was reported at the meeting that the property has been named and WC delivered bins to the site.

A further report regarding the removal of a thatched roof which has been replaced with slate. Clerk requested further information including the house name before this could be reported. Ongoing

0806. Co-option of Cllr. There is 1 vacancy on Donhead St Mary PC, which having been advertised may be filled by co-option.

Ms Charlene Elbrow wished to stand for co-option, she introduced herself.

Donhead St Mary PC resolved to co-opt Ms Elbrow who signed the declaration of acceptance of office and joined the council.

Clerk to inform WC of the co-option.

Clerk

Clerk to circulate a revised contact list.

Clerk

A second vacancy will shortly be advertised.

0807. Update of Actions of the Minutes dated 6th November and 7th December 2019.

1. (0765.ii) The highway issues were reported to Highways.

2. (0777) Clerk has checked the ringfenced amount in the accounts and it is correct.

3. (0782) Cllr Feltham has mended the light at the defibrillator phone box.

4. (0785) Cllr Lewis wrote a short piece about Eunice which was submitted to the Donhead Digest

All other actions appear as agenda items.

0808. Parish notice boards. To consider any work required on the parish notice boards.

(i) The Old Pump House, Charlton – new backing required. Cllr Walker had received two quotes, one for an open noticeboard and one for a closed noticeboard.

Donhead St Mary PC resolved that Cllr Dewey will repair the notice board at Charlton village.

Donhead St Mary PC resolved that Cllr Adams will replace the lock at the Charlton Church notice board.

Repair work to the roof of the Old Pump House has been quoted at £70.

Donhead St Mary PC resolved to accept the quote for the repairs.

Cllr Walker

0809. Year ending 31st March 2020.

(i) To note the balance of the accounts.

Opening balance	£22,070.00
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Total receipts	£25,108.62
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Total payments	£10,965.85
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Closing balance	£36,212.57
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Of which £18,3832.77 is solar fund money and £1,187.98 is ringfenced.

Leaving a balance of £16,692.07

Balance in Lloyds bank account £36,212.57 unpresented cheque total £0.00.

Donhead St Mary PC resolved to note the financial information.

(ii) **To note payments** made since the last meeting.

Donhead St Mary PC resolved to note that only the two standing orders have been made since the last meeting.

(iii) **To authorise for payment** a list of payments

Donhead St Mary PC resolved to authorise payments totalling £957.56

(iv) **Solar fund.** To consider requests for solar fund money. None received.

Account and Audit Regulations 2003 reg 4. Local Government Act 1972 s150(5)

0810. Play areas. To receive an update;

(i) Play area at the New Remembrance Field. Cllr White visited the site with a contractor to look at the netball posts. Clerk to send the report to Cllr White to confirm what needs to be done. Clerk / Cllr White

(ii) Play area at Coronation Drive. Cllr White visited with a contractor to look at the netball post. Once Clerk sends the report to Cllr White, Cllr White will confirm what needs to be done. Clerk / Cllr White

(iii) To note any issues requiring attention. None.

0811. To receive an update on the following; Cllr Walker to report

(i) Flooding in the parish

Cllr Walker reported that it has been extremely wet, warnings regarding high groundwater levels have been displayed.

There were no reports of any property flooding.

The EA and WC wish to know of any changes to flooding.

(ii) Flood Plan

This remains ongoing, still waiting for the map from WC. Clerk advised Cllr Walker to contact the Officer so that a copy could be bought to the next flood meeting.

Cllr Walker

0812. To receive updates on the following;

(i) Charlton Cemetery. No issues to report.

(ii) War Memorial. There has been an issue with getting a contractor to undertake the work as the restrictions placed by the WMT are an issue. Donhead St Mary PC resolved that once quotes are seen it will fund the work entirely rather than rely on the WMT grant.

Cllr Fraser will contact Mr Spinney.

Cllr Fraser

(iii) Emergency Plan. No update available.

(iv) First Aid / Defibrillator. A training session needs to be arranged, Cllr Miles will arrange.

(v) Dementia session. Cllr Fraser wished to arrange another information session.

Cllr Fraser will contact Karen Linaker regarding this.

Cllr Fraser

Donhead St Mary PC resolved that it will cover the cost of hall hire and refreshments.

0813. To receive reports from Cllrs. Cllr Rossiter reported he had checked the grit bins. One in Middle Coombe required filling and one by the defibrillator phone box is damaged and needs to be replaced. Both have been reported to WC.

0814. Clerk's Report.

Email from WC re site at Ludwell (circulated), second email confirmed the site is no longer being considered. Clerk will monitor.

Highway newsletter – circulated via email

Election info – sent to Cllr Adams to display

Various emails from CEM inc Big Sleep, Real Madrid

WC meeting re future – Tues 7th Jan at the City hall, Salisbury

OFWG meet on 15th January.

SWW CSG meet on 15th January.

Cranborne Chase AONB open day 22nd January

SWWAB will meet on 29th January. All welcome, focus on young people's mental health.

CATG meet on 26th February

0815. To agree what should be submitted to the Donhead Digest.

Hedges – a reminder

Rubbish

New Cllr

Website reminder

Cllr Walker will send something direct to the DD regarding flooding.

0816. To note items for the agenda of the next meeting. Any items for the agenda should be sent to the Clerk **before** Thursday 13th February 2020.

0817. To confirm the date and venue of the next meeting as Wednesday 4th March 2020.

Cllr Miles closed the meeting at 8.42pm